



GRANT REPORT REQUIREMENTS

In order to fulfill its legal and fiduciary responsibilities, the Inland Northwest Community Foundation requires grantees to report on the program/project funded and the expenditure of grant funds awarded. These reports also help assure the effectiveness of our grantmaking program and assist our grantees in reaching their goals. The Community Foundation may use excerpts from this report in other documents or publications; however, all such uses of this information will be made without reference to specific individuals or organizations.

Proposal Information:

1. Organization name, address, contact person and telephone number
2. Grant Number
3. Amount of Grant
4. Briefly describe the purpose of the grant.
5. Please describe the specific objectives for which the grant was requested and the actions undertaken to meet each of the objectives.
6. Were any modifications made to the original objectives since the program/project was implemented? If so, what factors indicated the need for changes?

Objective Review:

1. How many units (families or individuals) did you anticipate serving with this program/project? How many did you actually serve?
2. What has been the measurable effect on your client population?
3. What has been the measurable effect on your organization's ability to serve its clients more effectively?

Subjective Review:

1. Please describe briefly the most important outcome of this program/project.
2. Please share a story about how your program/project made a difference to a specific client.
3. Please describe any unanticipated benefits resulting from the project.
4. Were there any unanticipated obstacles or challenges encountered? If so, how did you address them?
5. What changes would you make if you were to design/implement this program/project again?

Program/Project Budget:

Please attach a copy of the project budget showing budget vs. actual revenue and expenditures to date.

Photos: The Community Foundation would appreciate receiving photos of your program/project for use in our newsletters, annual report, Web site and other communications. Please email your electronic photos to pjwatters@inwcf.org.